

Notice of Stipulated Dismissal in an Adversary Proceeding.

STEP 1 Click on the **Adversary** hyperlink on the **Main Menu** then click on **Notices**.



STEP 2 The **Case Number** entry screen displays.

A screenshot of a web application interface showing a form titled 'Case Number'. The form has a text input field containing '03-2046'. Below the input field are two buttons: 'Next' and 'Clear'.

- ◆ **Case Number** - enter a case number in *YY-NNNN* format.
- ◆ Click on the **Next** button.

STEP 3 The **select type of notice** being filed screen displays.

A screenshot of a web application interface showing a list of options for selecting a notice type. The options are: 'Appearance and Request for Service', 'Notice (Generic)', 'Notice of Stipulated Dismissal in an Adversary Proceeding', 'Notice to Take Deposition', and 'Substituting Attorney'. The 'Notice of Stipulated Dismissal in an Adversary Proceeding' option is highlighted with a mouse cursor. Below the list are two buttons: 'Next' and 'Clear'.

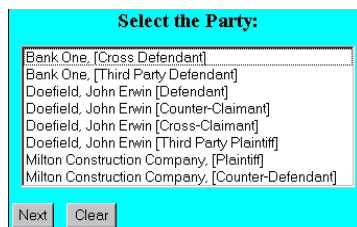
- ◆ Scroll through the options to highlight **Notice of Stipulated Dismissal in an Adversary Proceeding**.
- ◆ Click on the **Next** button.

STEP 4 The **Joint filing with other attorney(s)** screen displays.

A screenshot of a web application interface showing a checkbox labeled 'Joint filing with other attorney(s)'. The checkbox is currently unchecked. Below the checkbox are two buttons: 'Next' and 'Clear'.

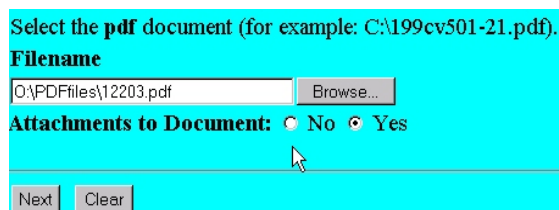
- ◆ Click in the **Joint filing with other attorney(s)** box to add any additional attorneys.
- ◆ Click on the **Next** button.

STEP 5 The **Select the Party** screen displays.



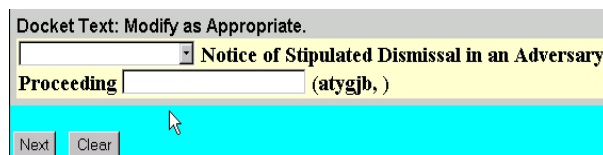
- ◆ Select the party's name.
- ◆ Click on the **Next** button.

STEP 6 The **Select the pdf document** screen displays.



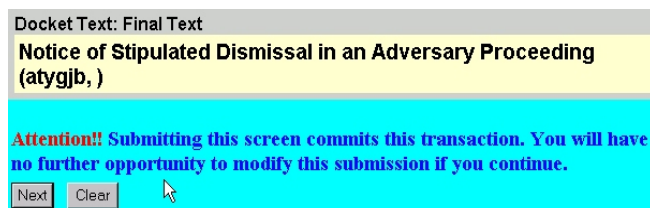
- ◆ Type the path and file name in the blank box, or
- ◆ Click on the **Browse** button to navigate to the appropriate directory and file.
- ◆ To attach documents (e.g. an exhibit, appendix):
 - ▶ Click on the radio button next to '**Yes.**'
 - ▶ Click on the **Next** button and follow the screens.

STEP 7 A **Docket Text: Modify as Appropriate** screen displays.



- ◆ Add additional text if needed.
- ◆ Click on the **Next** button.

STEP 8 The **Docket Text: Final Text** screen appears. This is the **LAST** opportunity to verify the accuracy of the information. Submission of this screen is **final**.



- ◆ Verify the final docket text. If correct, click **Next**.
- ◆ If the final docket text is incorrect, you must click on your **Browser's Back** button to correct your entries.
- ◆ To abort or restart the transaction, click on the **Bankruptcy** hyperlink on the *Menu Bar*.

STEP 9 The **Notice of Electronic Filing** screen will display showing the essential data for this filing. Scroll down to view the entire receipt.

